

Document No. 11

NO CHANGE in Class. ☐

☐ PROGRAMMED

Class. Changed TO: TS S C

DDI Memo, 4 Apr 77

Auth: DDA REG. 77

Date: 13 MAR 1978

19 March 1958

MEMORANDUM FOR: Director of Training

SUBJECT: Weekly Report #11
Assessment and Evaluation Staff
12-18 March 1958

I. SIGNIFICANT ITEMS. None.

II. OTHER ACTIVITIES.

1. A meeting was held between Chief, A&E, Chief, Testing Services Branch, [redacted] from the Office of Personnel concerning the implementation of the summer testing program. The first group of potential employees were tested Saturday, 15 March. The program will be completed with final Headquarters testing 12 April. While the original notice from the Office of Personnel stated without qualification that everybody would be tested, applicants have shown up from as far away as Tokyo and Hawaii. It is questionable whether the notice will be literally interpreted. If it is, A&E has many volunteers.

2. [redacted] Chief, Management Staff, and [redacted] of his staff discussed A&E information on one of their people who has been a "supervisory problem." The occasion was taken to brief [redacted] on some of the functions and services of A&E. He left the impression he was pleased with what he heard.

3. [redacted] CI/CE, and [redacted] O/S, to set up the selection program for the ACC. We have received the names of eight prospective students from Registrar/OTR. The program will go into operation on Thursday, 20 March 1958 at the rate of 2 individuals per day. *spell out.*

4. PETB results and FLATB ratings of 6 individuals proposed for a special language and area program (French intermediate level) were discussed with [redacted] LAS.

5. [redacted] POD/OP, prompted by a report about an O/S individual containing unusual comments concerning psychological adjustment came over to discuss the case. A&E had an assessment report dated ten years ago and test data dated several years ago--neither of which shed much light on the problem. An intensive assessment was recommended upon the man's return to headquarters.

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6. [] SE, came to discuss an individual's suitability for a particular assignment. His "visit" was prompted by the man's poor performance in the OFC and the A&E memorandum interpreting course performance in the light of A&E information. The man was returning to an area in which he had recently successfully completed a tour, but the proposed assignment had somewhat different requirements. In the light of all the information obtained from OTR, [] reported that the man's assignment was changed to take advantage of his strengths.

7. Aid in determining a young man's career direction--operations or operational support--was requested by EE. PETB (Professional Employee Test Battery) results were discussed and an intensive assessment was recommended for a more comprehensive understanding of his assets and liabilities. Intensive assessment was scheduled.

8. PETB results of an individual having difficulties in an overseas assignment were discussed with [] EE. Possible reasons for the man's ineffective performance were discussed, and a reassignment proposal was agreed upon as desirable.

9. Four employees who are applying for positions as [] editors were discussed with [] POD/OP. Although all four appeared, on the basis of PETB and other specialized testing, to be capable of handling the intellectual requirements of the job, questions were raised concerning the motivation and possible overseas adjustment of two of the individuals. Additional assessment was recommended.

10. The format and content of the evaluation report for Intelligence Research (Techniques) was worked out on Thursday in a session with C/IS, [] This was a highly satisfying interim wrap-up of a rewarding joint operation. [] who has been working with the program almost from its inception, was able to assist [] throughout the planning and presentation of the course. Critique and feedback procedures were worked out as the student exercises were developed, and these check-points throughout the course were used to the benefit of the student and the instructor, and furnished the basis for final reporting. The system, while specific and detailed, was sufficiently flexible so that IS could provide OSI with a number of alternative approaches to the

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*summary
to show
growing
help to DDP
in this field*